



MONTGOMERY COUNTY
Recreation

PARENT HANDBOOK 2019-2020

Sport: Youth Basketball



Welcome!

You have officially enrolled your child into the Montgomery County Recreation Youth Winter Basketball program! This handbook is designed with the parents in mind to serve as a helpful insight into the program offered by the Recreation Department. It includes detailed information about the various levels of recreational basketball policies, procedures and rules.

The impending season can be an exciting time for our participants. It is our goal to foster a positive experience for participants, volunteers and coaches. We encourage you to read this handbook thoroughly and keep it in a safe place for easy reference during the basketball season.

We welcome both you and your child to the Montgomery County Recreation community!

With Anticipation,
Montgomery County Recreation Staff



Mission Statement

The mission of Montgomery County Recreation is to provide high quality, diverse and accessible programs, services and facilities that enhance the quality of life for all ages, cultures, and abilities.

Operating Principles

In support of the mission, Montgomery County Recreation will readily serve the community by providing:

- Leisure activities that enhance skills, health and self-esteem.
- Activities that incorporate current leisure trends and population demographics.
- Ways to stimulate growth in knowledge through leisure experiences.
- Opportunities to build sense of community.
- A network of services linking the community thorough collaboration and partnerships.
- Safe havens where participants feel welcome.
- Fun for all.

Operating Objectives: TO GIVE

Montgomery County Recreation will continuously strive for optimal participant experiences through:

- **Teamwork:** essential to achieve success for our staff, our programs, our families, and our community.
- **Objectivity:** We will maintain a positive approach to all challenges we face.
- **Growth:** Change will be embraced, and used to expand our opportunities.
- **Imagination:** We will cultivate new ideas into exciting programs and services.
- **Value:** We will understand and appreciate the wealth of diversity in our community.
- **Excellence:** We will meet our participants' expectations of quality and performance.



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Hours and Dates of Operation

Program Dates and Times:

Practices

- Practice for Instructional Basketball grades, K-2nd, will begin Saturday, January 11, 2020 and Sunday January 12, 2020.
- Practice for Youth Basketball, grades 3rd through 12th, will begin the week of December 2, 2020. Coaches will schedule practices with their area recreation specialist.
- Rising Star team participants should contact your recreation specialist to purchase your practice locations and times.

Games

All league games for grades, 3rd through 12th and Rising Star, will begin play Saturday, January 11, 2020 & Sunday, January 12, 2020. Times will vary based on your leagues schedule. This is an 8-week program.

All instructional games for grades, K-2nd, will begin play on Saturday, February 1, 2020. Times will vary based on your leagues schedule.

Holiday Closures:

Practices will not meet on the following days:

December 23, 2019 through January 3, 2020

January 20, 2020

February 17, 2020

Winter Break

Martin Luther King Observance

President's Day Observance

Registration Procedures

Registration will be accepted online or in person on a first come, first served basis beginning on Monday September 16, 2019 at 8:30am. Registration deadlines vary. Please call 240-777-6870 for your child's grade level registration deadline date, or visit our website www.ActiveMontgomery.org for more details.

Payment Information

Full payment is due with registration. Non-County residents pay an additional \$15 per participant, per activity. All team registrations (ex. Rising Star participating

teams) will incur a \$50 non-resident fee. If your check is returned unpaid, your account will be debited electronically for the original check amount and electronically or via paper for the State's maximum allowable service fee. Payment by check constitutes authorization of these transactions. You may revoke your authorization by calling 800-666-5222 ext. 2 to arrange payment due for any outstanding checks and service fees due. We accept checks, Visa, MasterCard, American Express, Discover, or Money Order. Checks must have name, current address, phone number, and driver's license number written or printed on check. We encourage all to register for programs via www.ActiveMontgomery.org.

Cancellation Policy

Montgomery County Recreation offers full refunds in the event an activity has been canceled. An example: Activity minimum number of participants required is not met. Refunds will be applied to customer's Active Montgomery account; or returned in same form as payment rendered.

Withdrawal Policy

The withdrawal and refund policy pertains to all Recreation Department programs unless otherwise noted in the program description or facility rental agreement.

Your written request must include the participant's name, payer's name, address, phone number, course number, and reason for withdrawal. All credits will be posted to your Recreation Department account unless a refund is specifically requested. All refunds will be issued to the payer in the same form (check or charge) as the payment was received. Refunds will be processed within 2-3 weeks of receipt of your written request.

Withdrawal Request Received:

Online withdrawal requests done 5 business days or more before the activity begins...

1. If payment was made by credit card – refund is applied back to that credit card.
2. If payment was made by cash, check, or money order - refund is applied to the customer's Active Montgomery account or the customer may request a refund.

Withdrawal requests received 5 business days or more by mail, in-person, or email before the activity begins...

1. If the program fee is \$25 or less - the refund is applied to the customer's Active Montgomery account for future use. No refunds will be issued.
2. If the program fee is \$26 or more - the refund is applied to the customer's Active Montgomery account for future use or the customer may request a refund.

\$25 withdrawal fee is charged to withdrawal requests received less than 5 business days before the activity begins ...

1. If the program fee is \$49 or less – the refund (less the \$25 fee) is applied to the customer's Active Montgomery account for future use. No refunds will be issued.
2. If the program fee is \$50 or more – the refund (less the \$25 fee) is applied to the customer's Active Montgomery account for future use or the customer may request a refund.

No refunds or credits will be issued...

1. For any practices or games missed by the participant
2. After the final session or practice of the activity.
3. After 2 volunteered forfeitures, a team is automatically suspended from the league.

Submit a Written Request:

Mail to: Active Montgomery, Attention Refund Request
4010 Randolph Rd.

Silver Spring, Md., 20902

Fax: 240-777-6818

E-mail: Rec.FinanceOffice@montgomerycountymd.gov

Online: You must login to ActiveMONTGOMERY.org to request a refund.

Scheduling Software:

No paper schedules are needed! All coaches and parents can view their teams schedule in our scheduling online software. TeamSideLine.com provides convenience of viewing schedules via laptop, desktops, tablets and cell phones. All schedules will be located at www.TeamSideLine.com/MontgomeryCountyMD prior to the start of the season. It will be important to know the division (example: 5th grade girls or Potomac division) and team name to locate your specific team's schedule.



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PARENT/SPECTATOR CODE OF CONDUCT

Overview



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Montgomery County Recreation (MCR) provides a safe and balanced learning environment for players of all abilities that develops athletic skills, character, sportsmanship, and teamwork for children in grades kindergarten through 12 through their participation in competitive recreational basketball.

Montgomery County Recreation (MCR) wants to promote the physical, social and emotional development of youth participants. It is therefore essential for parents, coaches and officials to encourage young athletes to embrace the values of good sportsmanship. Moreover, adults involved in youth sporting events should be models of good sportsmanship and should lead by example; by demonstrating fairness, respect and self-control.

As a parent or guardian of an MCR player, I therefore pledge to be responsible for my (and any other parent, guardian or guests of my child) words and actions while attending, coaching or participating in a youth sporting event. I shall conform my behavior to the following code of conduct:

1. I will remember that children participate to have fun and that the game is for the youth participants, not adults.
2. I (and my guests) will be a positive role models for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other sporting events.
3. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any MCR staff, official, coach, player, or parent such as booing and taunting; refusing to shake hands; verbal or physical threats; or using profane language or gestures.
4. I will not engage or encourage my child or any other person to engage, in any behavior which would endanger the health, safety or well-being of any coach, parent, player, participant, official, MCR staff or any other attendee.
5. I will treat, and ensure my child treats, any coach, parent, player, participant, official, MCR staff or any other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation, game play or ability.
6. I will not initiate and will not tolerate my child initiating a verbal or physical fight, abuse, negative comments or scuffle with any coach, parent, player, participant, official, staff or any other attendee.
7. I will not embarrass my child by calling attention to him/her through loud or rude behavior.
8. I will encourage my child to practice good sportsmanship.
9. I will never ridicule or yell at my child or other participants for making a mistake or losing a competition.
10. I will promote the emotional and physical well-being of all the athletes ahead of any personal desire I may have for my child to win.
11. I will respect the staff and official's authority during games and will never question, discuss, or confront coaches or MCR staff at the game, and will take time to speak with coaches privately at an agreed upon time and place if I have an issue or concern.
12. I will help ensure that each child plays in a safe and healthy environment, leave food and beverages outside the gym help pick up trash and notify coaches or staff of noticeable playing hazards.
13. I will assure the sports environment is free from tobacco products, drugs and alcohol at all youth sporting events.

14. I will accept decisions of officials as being fair and performed to the best of their ability. Refrain from criticizing any of the above verbally or by gesture. Never go onto the court/field while the game is in progress to dispute a call. Allow any questions or rule interpretations to be handled appropriately by the coaches, staff and officials during time-outs/between halves or each quarter.

I hereby agree that if I (or other parent, guardian, or guests of my child) fail to conform my conduct to the foregoing while attending, coaching, or participating in a MCR youth sports event I and/or my child will be subject to disciplinary action, including but not limited to the following in any order or combination:

1. Verbal warning issued by a league, MCR organization or an MCR official who is authorized to issue such warning.
2. Written warning issued by a league, MCR organization or an MCR official who is authorized to issue such warning.
3. Suspension or immediate ejection from an MCR event issued by a league, MCR organization or an MCR official who is authorized to issue such suspension or ejection.
4. Suspension from multiple MCR events issued by a league, MCR organization or an MCR official who is authorized to issue such suspension.
5. One season, multiple season or permanent suspension issued by a league, MCR organization or an MCR official who is authorized to issue such suspension.

If a spectator is ejected for these or any reason, as dictated by the League Rules, he/she may not attend the next two (2) games at a minimum. If a spectator is ejected a second time or acts out physically towards another individual, he/she will not be allowed to attend any Montgomery County Recreation Sports activities for a minimum one (1) year from the date of the incident. If such action is taken, the individual must meet with the League Director prior to returning to any event. In addition, the head coach present at the game will be suspended for at least one (1) game.

******Montgomery County Recreation reserves the right to conduct a closed gymnasium, to include only players, coach(es), table staff and officials, if spectator behavior becomes a distraction and/or unsafe for all.***



League Consequence for Unsportsmanlike Conduct:

(A) UNSPORTSMAN LIKE CONDUCT FOR (PLAYER, COACH OR SPECTATOR, REFER TO OFFICIAL LEAGUE RULES	Unsportsmanlike conduct can lead to ejection. Once ejected the player, coach or spectator must leave the facility and, at a minimum, may not attend the 1 game. Second ejection means automatic suspension, at a minimum of one year.
Examples Not Limited to:	Profanity; antagonizing coaches, players, officials, staff or other spectators; rude or vulgar gesture.
(B) UNSPORTSMAN LIKE CONDUCT FOR PARENT/SPECTATOR FREE GYM	Montgomery County Recreation reserve the right to have a closed gym game: if required games can consist of officials, players, coaches and table staff ONLY.
Examples Not Limited to:	Fighting; Pushing; Shoving; Continuous verbal abuse; Inability to maintain control of spectators.
(C) UNSPORTSMAN LIKE CONDUCT (PLAYER, COACH OR SPECTATOR, REFER TO OFFICIAL LEAGUE RULES)	Anyone who makes physical contact with or threatens an official, opponent or staff shall be suspended from date of incident to at minimum one year.
Examples Not Limited to:	Unwarranted physical contact; aggressive behavior; weapons.

****Note**

Cheering is a part of every sports culture from youth leagues to professional sports. Montgomery County Recreation asks each parent and spectator to respect the rights of others who cheer for their child and their child's team. We must understand that cheering styles are different. We encourage all parents and spectators to cheer for all participants playing in our Winter Basketball Leagues, regardless of the color jersey they wear; and not antagonize coaches, other parents/spectators or participants. We will not accept any parent or spectator heckling or expressing poor behavior that verbally attacks players personally and violates the spirit of sportsmanship.

In the same manner that cheering styles are different, coaching styles are also different. Some coaches, as Mike Krzyzewski of Duke University men's basketball team, are low key. While others are more vocal, like Geno Auriemma of UConn's of the women's basketball team. One is more animated than the other. Some coaches choose to stand, while others may choose to sit and only raise for time outs. Some are loud and animated, while others are quiet and thoughtful. The important thing to remember is that each child respects his or her coach. Let's do the same. We expect each opposing team, parent and spectator will respect and

understand a coach's style. Please remember coaches are human but the children are just that, children. They watch your behavior. Let's set a good example!



Inclement Weather Policy



When Montgomery County Recreation must close or cancel programs due to inclement weather or other circumstances related to participant and staff safety the first notification is made through Montgomery County's emergency notification system, Alert Montgomery. Please register for the most up to date information regarding delays, cancellations or closures at <https://alert.montgomerycountymd.gov>. Alert Montgomery provides accurate, immediate emergency notifications from Montgomery County to your cell, work or home phone, via text, email or voice message. Real-time emergency updates can also be accessed through the department's Facebook and Twitter sites or by calling the facilities directly. Given that participants and employees often travel distances and weather conditions may vary considerably across the county, residents are advised to exercise caution and consider personal safety as the first priority.

Weather updates will be posted in the following locations:

- Montgomery County Recreation website: www.mocorec.com
- Inclement Weather Line: 240-777-6889
- Facebook: <https://www.facebook.com/montgomerycountyrecreation>
- Twitter: <https://twitter.com/MoCoRec>
- Community Use of Public Facilities After Hours Phone: 240-490-2873

Concussion/Sudden Cardiac Awareness

Please read the Concussion/Sudden Cardiac Arrest Sheet below:

What is a concussion?

A concussion is a type of traumatic brain injury causing an immediate and, usually, short-lived change in mental status or an alteration of normal consciousness resulting from a bump, blow, jolt, shaking or spinning of the head and body.

Warning signs of a concussion-For Immediate Attention

Call 911 Signs observed by a parent/guardian:

- ❖ Appears dazed or stunned
- ❖ Is confused about assignment or position
- ❖ Forget sports plays
- ❖ Is unsure of game, score or opponent
- ❖ Trouble walking or standing
- ❖ Answers questions slowly
- ❖ Loses consciousness (even briefly)
- ❖ Shows behavior or personality changes
- ❖ Blood or fluid coming out of her nose or ears
- ❖ Can't recall events after hit or fall

Signs reported by the athlete

- ❖ A headache that gets worse and does not go away
- ❖ Nausea or vomiting
- ❖ Balance problems or dizziness
- ❖ Double or blurry vision
- ❖ Sensitivity to light
- ❖ Sensitivity to noise
- ❖ Feeling sluggish, hazy, foggy, or groggy
- ❖ Concentration or memory problems
- ❖ Unusual behavior, confusion, restlessness, or agitation
- ❖ Does not "feel right"

What Should You Do If You Think a Concussion Has Occurred?

1. **Seek medical attention right away.** A health care professional will be able to decide the severity of the concussion, and when it is safe to return to play.
2. **Keep your child out of the game until medically cleared.**
Concussions take time to heal. Do not let your child to return to play until a health care professional says it's OK. Children who return to play too soon, while the brain is still healing, risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
3. **Inform all coaches about any recent concussions.**
Coaches should know if your child has a recent concussion. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell them.
4. **Help your child son return to the school safely after a concussion.** As your child's symptoms decrease, the extra help or support can be removed gradually. Children and youth returning to school after a concussion may need to:
 - ❖ Take rest breaks as needed
 - ❖ Spend fewer hours at activities
 - ❖ If in doubt.... SIT IT OUT!

What is Sudden Cardiac Arrest?

Sudden Cardiac Arrest (SCA) is a potentially fatal condition in which the heart suddenly and unexpectedly stops beating.

Sudden Cardiac Arrest:

- ❖ Occurs suddenly and often without warning
- ❖ Is a malfunction in the heart's electrical system?
- ❖ Should be suspected in any athlete who has collapsed and is unresponsive. (No pulse).
- ❖ **May cause death within minutes if not treated immediately**

Warning Signs of Sudden Cardiac Arrest - For Immediate Attention Call 911

Although SCA happens unexpectedly, some people may have signs and symptoms, such as:

- ❖ Fainting, a seizure, or convulsions during physical activity
- ❖ Extreme tiredness or shortness of breath associated with exercise
- ❖ Dizziness or lightheadedness, especially during exertion
- ❖ Extreme fatigue
- ❖ Exercise-induced chest pain
- ❖ Palpitations: awareness of the racing heart, especially if associated with dizziness

Any of these symptoms/warning signs that occur while exercising may necessitate further evaluations from your physician before returning to practice or games.

Treatment for Sudden Cardiac Arrest

1. Call 911
2. Begin C.P.R.
3. Use an Automated External Defibrillator (A.E.D)

Removal from play/Return to play

Any athlete who shows signs and symptoms of SCA should be removed from play. The symptoms can happen before, during or after activity. Play includes all athletic activity.

Before returning to play, the athlete should be evaluated.

Clearance to return to play should be submitted in writing. The evaluation must be performed by a licensed physician, certified registered nurse practitioner or cardiologist (heart doctor). The licensed physician or certified registered nurse practitioner may consult any other licensed or certified medical professional.

What are the risks of practicing or playing after experiencing these symptoms?

- ❖ There are risks associated with continuing to practice or play after experiencing these symptoms.
- ❖ When the heart stops, oxygenated blood stops flowing to the brain and other vital organs.
- ❖ Death or permanent brain damage can occur in just a few minutes
- ❖ Most people who experience SCA die from it.

What's Coming! Spring 2020

Adults (Leagues)

Basketball
Pickleball (league and classes)
Soccer
Softball

Youth (Leagues and Instructional Clinics)

Competitive Basketball
Lacrosse
Flag Football
Tee Ball
Volleyball
...and so much more!

To find more information or to register go to
www.ActiveMontgomery.org or
call 240-777-6870.

**Thank you for joining the MCR
Community!**